



COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2011 - JUN 30, 2012
Deadline: July 13, 2012
THOMAS J. PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS
JUN 28 2 46 PM '12

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Department of Planning and Land Use

Division/Unit: A6670

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. of Vol. 7 Hours 2855 X \$ 21.79 = \$ 62210.45

No. of Vol. 312 Hours 18720 X \$ 57.00 = \$ 1067040.00
26
Planning
Group
Volunteers
12 per
group

Types of work performed by GENERAL VOLUNTEERS in this category:

Zoning Counter: 6 Volunteers

- Helped sort through Major Use Permits from the 1970's and 1980's for the Backfile effort.
- General office assistant assignments such as data entry, scanning, copying, filing of departmental planning and zoning documents and provided administrative support. Maintained supplies for copiers, fax, and printers.
- Assisted the Project Planning Support (PPS) division with research packages for new submittals for distribution.
- Assisted Zoning/Building staff to ensure that all required information was included on the submitted building plans.
- Special projects and other duties as needed.

GIS: 1 Volunteer

- Created maps, maintains GIS data, and assisted GIS staff with ongoing projects.
- Administrative duties assisted with the development of the General Plan Property Specific Requests Documented Wind Energy Resources utilizing GIS information

Planning Groups: 312 Volunteers:

- Meet monthly to review privately initiated land development projects that are being processed by the County. Planning Group members review project applications to provide input to the applicant and County on behalf of individual communities. Planning Groups serve as a central forum to gather input on projects from other community members.

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.) N/A

No. of Vol. Hours X \$ 21.79 = \$

Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

N/A

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.)

<u>Position</u>	<u>Hours</u>	X	<u>VCL</u>	=	<u>Dollar Benefit</u>
_____	_____		_____		_____
_____	_____		_____		_____
_____	_____		_____		_____
N/A	_____		_____		_____

No. of Vol. Total Hours Total Value = \$

Types of work performed by SPECIALIZED VOLUNTEERS in this category:

N/A

- d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a.	<u>7</u>	<u>2855</u>	<u>62210.45</u>
	<u>312</u>	<u>18720</u>	<u>1067040.00</u>
2b.	_____	_____	_____
2c.	_____	_____	_____

Total Vol. 319 Total Hours 21,575 Total Value = \$ 1129250.45

3. DONATIONS TO VOLUNTEER PROGRAM: N/A

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: _____	Value: _____
Item Donated: _____	Value: _____
Item Donated: _____	Value: _____
Item Donated: _____	Value: _____
Item Donated: _____	Value: _____

TOTAL VALUE = \$

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours	56	X	Rate	47.82	=	\$2677.92
Hours	144	X	Rate	39.58	=	\$5699.52
Hours	15	X	Rate	31.47	=	\$472.05
Hours	36	X	Rate	33.63	=	\$1210.68
Hours	8	X	Rate	31.47	=	\$251.76
Planning Groups						
Hours	430	X	Rate	26.11	=	\$11227.30
						\$21539.23

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours	80	X	Rate	19.55	=	\$1564.00
-------	----	---	------	-------	---	-----------

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):
N/A

<u>Item</u>	<u>Cost</u>
_____	_____
_____	_____
_____	_____
_____	_____
3	_____
_____	_____

TOTAL OF OTHER PROGRAM COSTS

\$23103.23

- d. **TOTAL OF VOLUNTEER PROGRAM COST =**
(add 4a, 4b, and 4c)

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

- a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$1129250.45
b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$ 0
c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) \$23103.23

TOTAL PROGRAM BENEFIT

\$ 1,106,147.22

- 6. RECRUITING:**
Please describe your recruiting programs:

<http://www.sdcountry.ca.gov/cob/volunteer/top.html>

• **Planning & Land Use**

- Yvonne Contreras
Mail Stop O-650
Phone (858) 694-2466, Fax (858) 694-3770

- 7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**
Please describe any special activities and/or achievements your program was involved in during the period of this report:

- 8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2012-13:**
Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Continue accepting applications and forwarding them to Chief in DPLU- Attend Volunteer Program meetings for new ideas and to see how other departments benefit from the Volunteer Program

9. GENERAL INFORMATION:

Name of Person Completing Report: Yvonne Contreras
Phone Number: 858-694-2466 Mail Stop: O650 E-
Mail: Yvonne.contreras@sdcounty.ca.gov
Volunteer Coordinator: Yvonne Contreras
PhoneNumber: 858-694-2466 Mail Stop: O650
Mail: Yvonne.contreras@sdcounty.ca.gov

10. DEPARTMENT CERTIFICATION:



DEPARTMENT HEAD SIGNATURE

7/20/12

DATE